



State of Arizona
Department of Education

Tom Horne
Superintendent of
Public Instruction

Memorandum

January 3, 2005
CACFP CN# 14-05

To: Child and Adult Care Food Program Organizations

From: Mary Szafranski
Deputy Associate Superintendent, Health and Nutrition Services

Melissa Steinle
Director, Child and Adult Care Food Program

Subject: Administrative Review Procedures

The Department of Education has updated the procedures to request an administrative review of applicable issues identified during an audit or a review. The updated procedures take effect January 3, 2005 and replace all previous appeal/administrative review procedures. Please keep this document in your permanent CACFP records file.

If you have questions, please contact your CACFP Specialist or the Health and Nutrition Services Office at 602.542.8700.